



DEPARTMENT OF HEALTH
AND ENVIRONMENT

Division of Environment

Kathleen Sebelius, Governor
Roderick L. Bremby, Secretary

www.kdheks.gov

Application and Guide

Waste Tire Derived Products

SFY 2010 Waste Tire Grant Program



**Postmark Deadline is
April 6, 2009**

***Protecting the health and environment of all Kansans by
promoting responsible choices.***



Return the completed application to:

**Sandy Barnett
Kansas Green Team Coordinator
Bureau of Waste Management
1000 SW Jackson
Suite 320
Topeka, Kansas 66612**

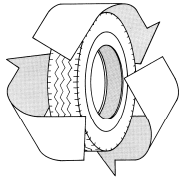
**Call Sandy with questions: 785 296-1617
or e-mail
sbarnett@kdheks.gov**

Approved Vendor list is posted at:

<http://www.kdheks.gov/waste/grantapp/vendorlist.pdf>

To apply for eligibility to be placed on the approved Vendor List the manufacturer or distributor must submit testing, certifications, warranties, guarantees, and Kansas tire history reports to KDHE prior to grant awards.

Interested vendors – Send documentation attn: Kris Hicks, 1000 SW Jackson St., Suite 320, Topeka, KS 66612. Khicks@kdheks.gov (785) 296-1026 (ph) (785) 296-8909 (fax)



APPLICATION FORM

KANSAS SFY 2010 Playground Surface / Tire-derived Products GRANT

Applicant Information

Received Date Stamp _____

Name of Applicant Organization _____				County _____
Address _____		City _____	State _____	Zip _____
Contact Person (responsible for day to day project management) _____			Title _____	
(_____) _____ Telephone Number		(_____) _____ Fax Number		
E-mail Address _____		Web Page _____		
FEIN (IRS) Tax Number _____				

Have you been awarded a Waste Tire Derived Product Grant before? _____

IF you have a designated fiscal agent who is different from the authorized representative:

- Name: _____
- FEIN (IRS) Number (if different from above): _____
- Please **give a brief description of the proposed project** (What will this grant money purchase? Playground surfacing, mulching products, athletic surface, carpet underlay, flooring material, dock bumpers, livestock mats, rubber tiles and bricks, and molded or extruded rubber products made from recycled waste, etc)

Project Diagram

Please provide a diagram of the project area and attach a 'before' photo. Include locations of any relevant buildings, play equipment, roads, streams, slopes, equipment, parking lots, sidewalks, existing hazards, etc. Note: Must complete this form, if submitting a drawing diagram, it must be on an 8 ½ by 11 sheet of paper.

Name and address (location of project): _____

If submitting multiple requests, what is the priority of this particular project? _____

Who will install this? _____

Note: Product Manufacturer or distributor is responsible for installation training

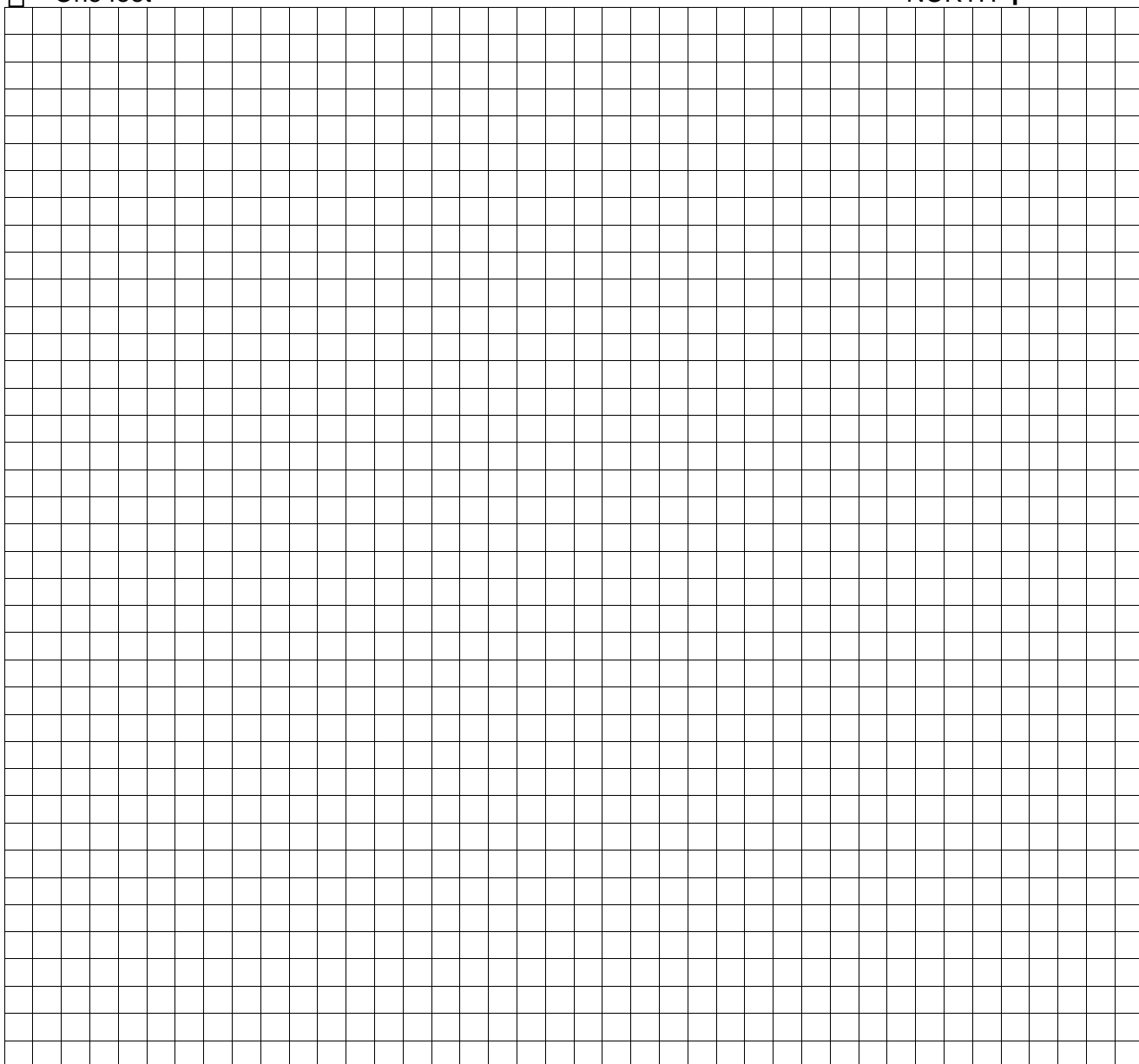
If installed by distributor, or subcontractor, is installation guaranteed? Yes / No

Does project include ADA accessibility features and surfaces? _____

Notes: _____

☐ = One foot

NORTH ↑



Waste Tire Product Information

(For projects with more than one kind of waste tire product, use one form per product type)

Product Manufacturer: _____

Product Name: _____

Distributed by: _____

Address: _____

Phone/Fax: _____

Email/Web page: _____

Does product meet ADA recommendations? _____

If project request is \$10,000 or more, name of Quality Officer:

Maximum fall height of playground equipment: _____

Required depth of material: _____

To calculate amount needed reference the ASTM 1292 test for this product, see your distributor.

NEW INFORMATION

KDHE highly recommends that materials and installation of playground surfacing conform to Consumer Product Safety Commission guidelines for Public Playground Safety of not less than nine (9) inches – Publication 325. The CPSC web site is: <http://www.cpsc.gov/cpscpub/pubs/325.pdf>

Number of items _____, (Table and/or Benches)

Surface Coverage formula - Playground/ Sport turf/ Other:

Product size: _____ (for crumb rubber - give size range, or sq. ft. per mat)

Length _____ ft. x width _____ ft. = _____ sq. ft. "Surface Area" x (multiplied by) depth equals volume.

(Note: Depth in Inches / 12 = Depth in ft) _____ ft. = _____ cubic feet. (volume)

Total pounds needed: _____

To be eligible for reimbursement with grant funds, the manufacturer or distributor must be on the approved Vendor List. (See: [Approved Vendor/Tire-derived Products list for BWM SFY 2010 grant](#))

Budget

Required Information

- Submit: a “**before**” **picture** of the project location, specifications, and a **price quote** for all waste tire products that will be purchased partially or in full with grant funds.
- For projects requesting \$10,000 or more in grant funding, a Certificate of Installation is required. Also, provide name of Quality Officer_____
- **Match must be at least 50% of the total project cost**

Provide amount requested and related match for each of the following categories:

Item:	Matching Funds 50%		Grant Funds 50%
Labor	In-Kind	Cash	Grant
Professional Services			
Labor Salaries for base preparation or Installation (loose fill).			
Labor Salaries for Pour-in-place Installation.			
Shipping			
Waste Tire Surface Material:			
Pour-in-place rubber surface			
Loose fill crumb rubber			
Unitary Mat			
Molded or extruded rubber edging			
Waste Tire Derived Product:			
Item (1)			
Item (2)			
Supplies:			
Totals for each Column:			
Total Project Cost (Add Column 1, 2 and 3):		\$	

CERTIFICATION: The undersigned is an official authorized to represent the applicant.

The person signing this document must have the authority to contractually bind the applicant or be the designated fiscal agent. For local governments, this is generally the mayor or the chairman of the county commission. For schools, this is generally the superintendent, or board president. Secure all necessary approvals from government bodies prior to signing this application!

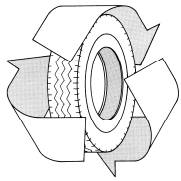
I certify that all proposed activities will be carried out in a timely manner; that all grant money received will be utilized solely for the purposes for which it is intended; that records documenting the project implementation will be maintained and submitted when requested.

Print Name of Authorized Representative

Title

Signature of Authorized Representative

Date



GRANT GUIDE

Kansas SFY 2010 Playground Surface/ Tire-derived Products

WHO CAN APPLY?

Only Kansas' local units of government may apply for these grants. This includes counties, municipalities, school districts, townships, park districts, etc. Previous grantees may apply. Local Solid Waste Management Plan must be current in order to receive funding.

ELIGIBLE PROJECTS

- Only 'tire-derived products', which are listed on the KDHE approved vendor/product list prior to grant awards, are eligible for grant funding. Which includes playground cover, mats, athletic field surfacing, mulch products, and molded or extruded rubber products made from recycled waste tires.
- Waste tire derived products composed of multiple materials must be no less than 50% waste tire material by weight, unless composed of other recycled material.

APPLICATION DEADLINES and REQUIREMENTS

This SFY 2010 Waste Tire Grant application **deadline is April 6, 2009**. Applications **must be received or post marked by this date to be eligible**. Award announcements are expected in June.

1. The applicant must be in good standing:
 - If the applicant owns or operates a solid waste disposal facility, all solid waste tonnage permit fees must be current and paid.
 - Grantee shall obtain all necessary and applicable permits, and comply with all applicable federal, state and local statutes and regulations regarding solid wastes.
 - This includes complying with K.S.A. 65-3405; the statute requiring current solid waste management plans. **Payments may be withheld for solid waste plans not in compliance.**
 - A prior grant recipient must not have utilized grant funds for unauthorized purposes.
2. Prior grants must be closed, or a status report of that project must be submitted with the application.
3. Grant applicants seeking more than \$10,000 for one large or more complex project must submit an installation quality proposal with the grant application, which identifies a quality officer and the qualifications of that person. (The quality officer may be a licensed engineer, certified playground safety inspector, or trained installer.) This person must be on-site during all construction activities and able to sign off on the KDHE Certificate of Installation form.
4. Grantees must place a placard on the project site using a logo provided by KDHE and indicate the funding was provided by a KDHE grant program. Promotional materials must also contain this same information. Grantees must participate in KDHE public education campaigns.
5. The grantee is required to carry **property insurance – (not to be confused with liability insurance)**, which would replace grant-funded items, destroyed by fire, weather, vandalism, etc.
6. Grant recipients installing playground surfacing will be asked to report playground accident rates to the KDHE Waste Management grant program for at least three years following installation of the waste tire materials.

FUNDING AND MATCH REQUIREMENTS

The grantee will receive an advance payment of 50% of the awarded KDHE grant funds, after the Secretary of KDHE and the grantee have signed the award contracts. If awarded, only approved expenses incurred after the start, and before the end of the contract fiscal reimbursement period (12 month) will be allowed.

This advance may be held or delayed until special conditions of the grant program are met.

- This advance is the only grant funding that the grantee will receive up-front. All other funding will be on a reimbursement basis.
- A completed affidavit of expenditures with supporting documentation must be submitted for all reimbursements.
- If awarded, the grant will pay up to **50% of the total cost** of completing the awarded project; the match requirement is **a minimum of 50%**. (example: the grant award will pay \$5,000.00 and the grantee will match \$5,000.00, with the **total project** being \$10,000.00).
- **Waste tire-derived products must be purchased within six (6) months of the award**, or the advance payment will need to be returned to KDHE.
- Progress reports must be submitted when requested.

Final grant reimbursement will not be made by KDHE until all required documentation is received and approved, including:

- A final affidavit of expenditures
- A final report with “after” photos
- Proof of property insurance
- The KDHE certificate of installation from the quality officer for projects over \$10,000.
- Any other required documentation requested by KDHE for grant fund disbursement.

ELIGIBLE Items For Grant Funds

- **“Tire-derived products”** (purchased within the fiscal reimbursement period).
- **Shipping expenses**
- **Travel for picking up product only.**
- **Supplies** such as color, binder, coating
- **Installation costs of pour-in-place** playground surfacing (not loose-fill).
- **Signage** identifying the project, product and potential hazards.

ELIGIBLE Items that can be used as ‘In Kind Match’

- **Salaries** of employees working on the grant project.
- **Volunteer** hours at the rate of \$10.00 an hour.

KANSAS APPLICATION GUIDE
SFY 2010 Playground Surface/ WASTE TIRE-DERIVED PRODUCTS GRANT PROGRAM

ELIGIBLE Items that can be used as ‘In Kind Match’ Cont.

- **Professional Services** contracted for assistance with project planning, design, finance, legal affairs, marketing, engineering, and environmental evaluations. Donated professional services will be credited at the volunteer rate of \$10.00.
- **Base preparation, and drainage ONLY under the rubber playground surface**
- **Loose fill installation** costs
- **Shipping expense (cash match only)**
- **Travel if grantee is picking up product**

Some Items that are not Eligible for Match

- The costs of preparing the grant and permit applications
- Permit fees
- Travel costs – except for picking up product
- General operation and maintenance costs of an existing or proposed facility
- Grant Funds from other sources

GRANT COMMITTEE EVALUATION CRITERIA

The following criteria may be used by the Governor’s Solid Waste Grants Advisory Committee to evaluate the grant applications:

- ✓ First time applicants
- ✓ Products containing Kansas waste tires
- ✓ Applications demonstrating ‘cash’ match
- ✓ Playground surface materials, application and design that meet ADA recommendations
- ✓ An education and outreach component

Additional Key Information

- The fiscal reimbursement period for the SFY 2010 Waste Tire-Derived Products grant contracts is July 1, 2009 – June 30, 2010
- Installations of uncoated, all-black playground surface material will be required to have signage to warn users of potential heat hazard
- Rubber products exceeding \$1,000.00 with a useful life of a year or more are defined as capital equipment
- The grants committee will not consider incomplete or late applications

KANSAS APPLICATION GUIDE
SFY 2010 Playground Surface/ WASTE TIRE-DERIVED PRODUCTS GRANT PROGRAM

- If you would like to include any additional information that is not specified in the grant application, please use a cover letter to explain this additional information.
- The level of funding for the SFY 2010 Waste Tire-Derived Products Grant Program is currently being determined and will be announced at a later date.
- Athletic field surfacing and other waste tire products are eligible. Due to the difficulty in evaluating larger or complex projects, please provide as much information as possible with the grant application, however the committee must be able to quickly evaluate the environmental or health benefits of such projects.
- The priority of this grant round is to provide financial assistance to local units of government to purchase tire-derived products made from recycled waste tires including playground cover, athletic field surfacing, mulching products, and molded or extruded rubber products made from recycled waste tires. (This special provision in KAR 65-3424g(c)(6) will expire June 10, 2010.)

Application Check List and Key Tips to consider:

- Yes ☐ No ☐ Budget cost categories are broken down on the application chart.
- Yes ☐ No ☐ Playground “before” pictures are submitted with the application.
- Yes ☐ No ☐ The application includes a county solid waste management planning committee support form that verifies that this project is generally identified within a KDHE approved solid waste management plan.
- Yes ☐ No ☐ The vendor is on the approved KDHE vendor list.
- Yes ☐ No ☐ The application provides detailed information and quotes about how the expenditures will be used.
- Yes ☐ No ☐ The application includes where the project will be located and a diagram of the area is complete.
- Yes ☐ No ☐ An installation quality officer has been identified for projects seeking over \$10,000 in funding. This person must be on-site during all construction activities, and certify on a KDHE form that:
- The materials received and installed match the waste-tire derived product that was listed by name on KDHE’s approved products and vendor list for SFY 2010 grants.
 - The waste-tire derived product will be installed according to the manufacturer’s specifications and installation guidelines.
- Yes ☐ No ☐ Plans include signage.
- Yes ☐ No ☐ A status report of any other active BWM grant projects you may have is included with the application.

KANSAS APPLICATION GUIDE
SFY 2010 Playground Surface/ WASTE TIRE-DERIVED PRODUCTS GRANT PROGRAM

Permitting and Regulatory:

- Yes ☐ No ☐ If the applicant owns/operates a solid waste disposal facility, solid waste tonnage fees are current.
- Yes ☐ No ☐ The County Solid Waste Management Plan (SWMP) is current with KDHE.
- Yes ☐ No ☐ The applicant has no current violations.

Feasibility: Have you...

- Yes ☐ No ☐ Identified the project challenges and hazards?
- Yes ☐ No ☐ Reviewed installation information from the manufacturer?
- Yes ☐ No ☐ If the project involves site preparation, have you completed the planning process?
- Yes ☐ No ☐ Do you have an implementation plan and timetable?

Cost-Benefit Considerations:

- Yes ☐ No ☐ If the project involves funding from several sources, have you identified 50% match, which does not come from other donations, federal or state grants?
- Yes ☐ No ☐ Have you considered the sustainability of the project?
- Yes ☐ No ☐ Is continued maintenance mandatory in your plan?
- Yes ☐ No ☐ Have you researched the company warranties, guarantees, and installation guidelines?

Background Information

The *Waste Tire Grant Program* is a solid waste diversion program developed by legislation in State Fiscal Year (SFY) 2004. Legislation in 2007 allowed funds from the *Waste Tire Fee Fund* to be used towards the purchase of waste tire-derived products. The Waste Tire-Derived Products Grant Program is administered through the Competitive Plan Implementation (CPI) Grant Program.

The Waste Tire Fee Fund generates income from a twenty-five cent excise tax on all new tires sold in Kansas.

The Governor established a seven member Solid Waste Grants Advisory Committee that prioritizes projects and makes recommendations on competitive grant selection and disbursements. One member of the Advisory Committee represents the waste tire recyclers in the grant programs.